



City of Richmond

City Hall
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Meeting Minutes - Final Planning Commission

Tuesday, January 18, 2022

1:30 PM

5th Floor Conference Room (Virtual)

This meeting will be held through electronic communication means.

This meeting will be held through electronic communication means pursuant to the current ongoing declaration of a local emergency concerning the COVID-19 pandemic confirmed by Res. No. 2020-R025, adopted March 16, 2020, and as permitted by section 2.2-3708.2(A)(3) of the Virginia Freedom of Information Act. This meeting will be open to participation through electronic communication means by the public and closed to in-person participation by the public.

Most, if not all, Planning Commission members and other staff will participate in this meeting by teleconference/videoconference via Microsoft Teams. Those who may be assembling for this meeting will do so in the 5th Floor Conference Room of City Hall at 900 East Broad Street in Richmond, Virginia 23219.

Special Guidelines for Public Access and Citizen Participation:

To access or participate, or both, in this Planning Commission meeting you have several options outlined in the following document:

1. [PDRPRES](#)
[2021.191](#)
[\(2022.001\)](#)

Attachments: [Public Access and Participation Instructions - Planning Commission 1-18-2022](#)

Citizens are encouraged to provide their comments in writing to PDRLandUseAdmin@rva.gov in lieu of speaking through audio or video means during the meeting.

When submitting your comments by email, be sure to include in your email (i) your full legal name, (ii) any organizations you represent, and (iii) any economic or professional relationships that would be affected by the adoption of the legislation on which you are commenting.

The person responsible for receiving written comments is Richard Saunders, Secretary to the Planning Commission, or his designee. All written comments received via email prior to 10:00 a.m. on the day of this meeting will be provided to all members of the Planning Commission prior to the beginning of the meeting and will be included in the record of the meeting.

Call To Order

Mr. Poole called the regular meeting of the Planning Commission to order at 1:30 p.m.

Roll Call

- Present 7 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Melvin Law, and * Commissioner Lincoln Saunders
- Absent 2 - * Commissioner Vivek G. Murthy, and * Commissioner Andreas Addison

Chair's Comments

Mr. Poole welcomed all who were present.

2. [CPCR.2021.157 \(2022.001\)](#)

Attachments: [Signed Reslution Melvin Law](#)

Mr. Poole presented the resolution to Mr. Law.

A motion was made by Commissioner Thompson, seconded by Commissioner Pinnock, that this City Planning Commission Resolution be approved. The motion carried by the following vote:

- Aye -- 7 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Melvin Law and * Commissioner Lincoln Saunders

Approval of Minutes

3. [PDRMIN 2021.064](#)

Attachments: [Draft Minutes_ September 7, 2021 Meeting](#)
[Approved Minutes September 7, 2021](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Hepp-Buchanan, that the September 7, 2021 Minutes be adopted. The motion carried by the following vote:

- Aye -- 7 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Melvin Law and * Commissioner Lincoln Saunders

4. [PDRMIN 2021.065](#)

Attachments: [Appoved Minutes September 20, 2021](#)

A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Greenfield, that the September 20, 2021 Minutes be adopted. The motion carried by the following vote:

Aye -- 7 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Melvin Law and * Commissioner Lincoln Saunders

5. [PDRMIN 2021.066](#)

Attachments: [Approved Minutes October 4, 2021 as amended](#)

A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Thompson, that the October 4, 2021 Minutes be adopted. The motion carried by the following vote:

Aye -- 7 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Melvin Law and * Commissioner Lincoln Saunders

6. [PDRMIN 2021.067](#)

Attachments: [Approved Minutes October 18, 2021](#)

A motion was made by Commissioner Greenfield, seconded by Vice Chair Law, that the October 18, 2021 Minutes be adopted. The motion carried by the following vote:

Aye -- 6 - * Commissioner John Thompson, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Melvin Law and * Commissioner Lincoln Saunders

Abstain -- 1 - * Commissioner Max Hepp-Buchanan

Director's Report

Mr. Kevin Vonck provided an update.

- Council Action Update

Mr. Richard Saunders provided an update on the actions taken by City Council at its January 10, 2022 meeting.

Consideration of Continuances and Deletions from Agenda

7. [ORD. 2021-359](#)

To amend and reordain Ord. No. 2010-100-83, adopted May 10, 2010, which authorized the special use of the property known as 200-214 East Leigh Street for the purpose of a multifamily residential use with up to eight dwelling units in an existing carriage house building with the commercial use requirement waived, to additionally authorize the construction of a mixed-use building containing non-dwelling uses and up to 63 dwelling units, upon certain terms and conditions. (6th District)

- Attachments:** [Ord. No. 2021-359](#)
[Application Form](#)
[Applicant's Report](#)
[Survey](#)
[Plans](#)
[Updated Color Renderings to Address HJWA Concerns](#)
[Map](#)
[Request for Continuance](#)
[Support_Berry](#)
[Request for Continuance](#)

A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Greenfield, that this Ordinance be continued to the February 7, 2022 Planning Commission meeting. The motion carried unanimously.

8. [ORD. 2021-363](#) To authorize the special use of the property known as 1626 North 27th Street for the purpose of a single-family detached dwelling, upon certain terms and conditions. (7th District)

- Attachments:** [Ord. No. 2021-363](#)
[Application Form and Applicant's Report](#)
[Updated Plans](#)
[Introduced Plans](#)
[Survey](#)
[Map](#)
[1626 N 27th St Presentation](#)

A motion was made by Commissioner Greenfield, seconded by Vice Chair Law, that this Ordinance be continued to the February 7, 2022 Planning Commission meeting. The motion carried unanimously.

9. [CPCR.2021.147](#)

A motion was made by Commissioner Hepp-Buchanan, seconded by Vice Chair Law, that this Resolution be continued to the February 22, 2022 Planning Commission meeting. The motion carried by the following vote:

Aye -- 6 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole and * Commissioner Melvin Law

Excused -- 1 - * Commissioner Lincoln Saunders

Consent Agenda

Public Comment: Samantha Smigel spoke in opposition to Item 14.

A motion was made by Commissioner Hepp-Buchanan, seconded by Vice Chair

Law, that the Consent Agenda be approved. The motion carried by the following vote:

Aye -- 6 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole and * Commissioner Melvin Law

Excused -- 1 - * Commissioner Lincoln Saunders

10. [ORD. 2021-357](#) To close, to public travel, an unimproved portion of Hanover Avenue in the block bounded by Three Chopt Road and the City's corporate boundary with Henrico County, consisting of 6,219± square feet, and to designate and incorporate such portion of Hanover Avenue into Bandy Field Park. (1st District)

Attachments: [Ord. No. 2021-357](#)
[Staff Report Hanover Ave Easement Vacation](#)

This Ordinance was recommended for approval to the City Council.

11. [ORD. 2021-360](#) To authorize the special use of the property known as 3300 Broad Rock Boulevard for the purpose of a farmer's market, upon certain terms and conditions, and to repeal Ord. No. 99-50-55, adopted Mar. 8, 1999, and Ord. No. 99-370-00-9, adopted Jan. 10, 2000. (9th District)

Attachments: [Staff Report](#)
[Ord. No. 2021-360](#)
[Application Form](#)
[Applicant's Report](#)
[Plan](#)
[Site Plan](#)
[Map](#)

This Ordinance was recommended for approval to the City Council.

12. [ORD. 2021-364](#) To authorize the special use of the property known as 2511 Porter Street for the purpose of a two-family detached dwelling, upon certain terms and conditions. (5th District)

Attachments: [Staff Report](#)
[Ord. No. 2021-364](#)
[Application Form and Applicant's Report](#)
[Plans & Survey](#)

This Ordinance was recommended for approval to the City Council.

13. [ORD. 2021-365](#) To authorize the special use of the property known as 8 Rear South Plum Street for the purpose of a multifamily building containing up to four dwelling units, upon certain terms and conditions.

(5th District)

- Attachments:** [Staff Report](#)
[Ord. No. 2021-365](#)
[Plans & Survey](#)
[Map](#)

This Ordinance was recommended for approval to the City Council.

14. [ORD. 2021-366](#) To authorize the special use of the property known as 313 West 26th Street for the purpose of a two-family detached dwelling, upon certain terms and conditions. (5th District)

- Attachments:** [Staff Report](#)
[Ord. No. 2021-366](#)
[Application Form and Applicant's Report](#)
[Plans & Survey](#)
[Map](#)
[Opposition 313 W 26th Street Smigel](#)

This Ordinance was recommended for approval to the City Council.

15. [ORD. 2021-367](#) To authorize the special use of the property known as 1000 Westover Hills Boulevard for the purpose of a residential use containing up to six dormitory-style units with shared sanitation facilities accessory to a church, upon certain terms and conditions. (4th District)

- Attachments:** [Staff Report](#)
[Ord. No. 2021-367](#)
[Application Form](#)
[Applicant's Report](#)
[Site Plan](#)
[Plans](#)
[Map](#)

This Ordinance was recommended for approval to the City Council.

16. [ORD. 2022-008](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the amount of \$67,166.39 from the Greater Richmond Transit Company, and to appropriate the increase to the Fiscal Year 2021-2022 Capital Budget by increasing estimated revenues and the amount appropriated to the Department of Public Works' Richmond Signal System Phase III (Federal) project in the Transportation Category by \$67,166.39, for the purpose of funding the connection of seven Bus Rapid Transit bus stations into the traffic signal fiber optic communication network as part of the Richmond Signal System Phase III (Federal) project.

Attachments: [Ord. No. 2022-008](#)
[Staff Report](#)

This Ordinance was recommended for approval to the City Council.

17. [CPCR.2021.1](#)
[62 \(2022.002\)](#)

Attachments: [Staff Report](#)
[Signed Resolution 7125 Forest Hill Avenue](#)
[Plans](#)

This City Planning Commission Resolution was adopted.

18. [UDC 2022-01](#)

Attachments: [Location & Plans](#)
[Staff Report](#)
[UDC Report to CPC](#)

This Location, Character and Extent Item was approved.

19. [UDC 2022-02](#)

Attachments: [Location & Plans](#)
[Staff Report](#)
[UDC Report to CPC](#)

This Location, Character and Extent Item was approved.

The Consent Agenda items will be considered by the Commission as a group, and there will be a single combined staff presentation and a single combined public hearing held for all items listed on the Consent Agenda.

Regular Agenda

20. [CPCR.2021.1](#)
[68 \(2022.003\)](#)

Attachments: [STR Resolution](#)
[Signed Resolution](#)
[STR Presentation](#)

Mr. Kevin Vonck provided staff's presentation.

Public Hearing:

Councilwoman Jordan, concerned about housing availability.
Stacie Vanchieri, support amendments
Thomas Courtney made general comments.
Katelyn Almeda made general comments.

Tyler Rackley made general comments.

A motion was made by Commissioner Pinnock, seconded by Vice Chair Law that this City Planning Commission Resolution be adopted. The motion carried by the following vote:

Aye -- 7 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole, * Commissioner Melvin Law and * Commissioner Lincoln Saunders

21. [ORD. 2021-358](#)

To vacate, pursuant to Va. Code § 15.2-2272(2), that part of the Staffordshire Section-5 subdivision plat that reserved 3021 Falcon Road for recreation, upon certain terms and conditions. (4th District)

- Attachments:** [Staff Report](#)
[Ord. No. 2021-358](#)
[Subdivision Plat - Staffordshire Falcon Rd](#)
[Letter from Applicant 3021 Falcon Road](#)

Mr. Matthew Ebinger provided staff's presentation.

Public Hearing: No one spoke.

A motion was made by Commissioner Pinnock, seconded by Commissioner Thompson, that this ordinance be recommended for approval. The motion carried unanimously.

22. [ORD. 2021-361](#)

To authorize the special use of the property known as 4300 Commerce Road for the purpose of one off-premises sign, upon certain terms and conditions. (8th District)

- Attachments:** [Staff Report- 4300 Commerce Road](#)
[Ord. No. 2021-361](#)
[Application Form and Applicant's Report](#)
[Plans](#)
[Survey](#)
[Map](#)

Mr. Richard Saunders provided staff's presentation.

Ms. Anne Miller, Balzer & Associates, spoke for the applicant.

Public Hearing: No one spoke.

A motion was made by Vice Chair Law, seconded by Commissioner Greenfield that this ordinance be recommended for denial. The motion carried unanimously, with Commissioner Saunders excused from the vote.

23. [ORD. 2021-362](#)

To authorize the special use of the property known as 4508 Grove Avenue for the purpose of up to seven single-family attached dwellings with off-street parking and one common area, upon certain terms and conditions. (1st District)

- Attachments:** [Staff Report](#)
- [Ord. No. 2021-362](#)
- [Application Form & Applicant's Report](#)
- [Plans & Survey](#)
- [Map](#)

Mr. Jonathan Brown provided staff's presentation.

Public Hearing: Josh Bilder spoke in opposition.

A motion was made by Commissioner Thompson, seconded by Commissioner Hepp-Buchanan, that this ordinance be recommended for approval. The motion carried unanimously, with Commissioner Saunders excused from the vote.

24. [ORD. 2021-368](#)

To rezone the property known as 6422 Forest Hill Avenue from the R-2 Single-Family Residential District to the R-4 Single-Family Residential District. (4th District)

- Attachments:** [Staff Report 6422 Forest Hill Ave](#)
- [Ord. No. 2021-368](#)
- [Proffer Statement](#)
- [The Enclave at Willow Oaks Plan](#)
- [Application Form & Applicant's Report](#)
- [Survey](#)
- [Map](#)
- [Opposition Carter 6422 Forest Hill Avenue](#)
- [Willow Oaks Clevedon Civic Association No Position](#)

Mr. Jonathan Brown provided staff's presentation.

Ms. Lory Markham provided the applicant's presentation.

Public Hearing: Gerald W. S. Carter spoke in opposition.

A motion was made by Vice Chair Law, seconded by Commissioner Greenfield, that this ordinance be recommended for approval with an amendment to incorporate the proffers provided by the applicant.

The motion carried unanimously, with Commissioner Saunders excused from the vote.

25. [CPCR.2022.004](#)

- Attachments:** [Signed Resolution](#)

Mr. Kevin Vonck and Mr. Alex Dandridge provided staff's presentation.

Public hearing: No one spoke.

A motion was made by Commissioner Hepp-Buchanan, seconded by Commissioner Greenfield, that this City Planning Commission Resolution be adopted. The motion carried by the following vote:

Aye -- 6 - * Commissioner Max Hepp-Buchanan, * Commissioner John Thompson, * Commissioner Burchell Pinnock, * Commissioner Elizabeth Hancock Greenfield, * Commissioner Rodney Poole and * Commissioner Melvin Law

Excused -- 1 - * Commissioner Lincoln Saunders

Upcoming Items

Mr. Saunders shared a list of items tentatively scheduled for the February 7, 2022 meeting of the Planning Commission.

Adjournment

Mr. Poole adjourned the meeting at 4:01 pm.